

PI has technical idea and searches out potential funding source.

Or

PI responds to formal program announcement from agency.

Or

PI responds to informal agency/industry contacts



PI discusses project with funding agency contact.



PI discusses scope, budget and deadlines with Department Head.



PI formally notifies Proposal Administrator (PA) of proposal.



OPTIONAL

PI prepares White Paper or preliminary Letter of Intent.

PI receives positive feedback from agency to write a full proposal.

PA starts a file on the proposal.



PA reviews agency-specific proposal requirements (DOE/OBER, DOE/NN-20, NIH, NASA, DARPS, etc.).



PA notifies Nancy Saxer of upcoming WFO proposal deadline.



PA notifies Budget Office of upcoming DOE proposal deadline.

PROPOSAL
PREPARATION
INFO

